

**TOWN OF SILER CITY**

The Siler City Board of Commissioners met in Regular Session on **Monday, June 15, 2020** at 7:00pm in City Hall Courtroom with Mayor Pro Tem Bray presiding. Commissioner Fadely gave the invocation with the recitation of the Pledge of Allegiance following. Commissioner Haiges recited the Town of Siler City Mission Statement and Commissioner Price recited the Town of Siler City Vision Statement.

**ELECTED TOWN OFFICIALS PRESENT:** Cindy Bray, Curtis Brown, Lewis Fadely, Bill Haiges, Thomas “Chip” Price, and Tony Siler

**ELECTED TOWN OFFICIALS ABSENT:** John Grimes

**TOWN STAFF PRESENT:** Town Manager Roy Lynch, Attorney William Morgan, Human Resources Director Nancy Darden, Finance Director Tina Stroupe, Planning Director Jack Meadows, Police Chief Mike Wagner, Parks and Recreation Director Jack Clelland and Town Clerk Jenifer Johnson

**AGENDA ADJUSTMENTS/APPROVAL OF AGENDA**

Lynch asked to add 2020.12 Year End Budget Amendments under Consent Agenda.

***A motion to approve the agenda as amended was made by Commissioner, seconded by Commissioner and unanimously approved.***

**CONSENT**

***A motion to approve the consent agenda which includes the May 7, 2020 Budget Workshop Minutes (Incorporation by reference as if fully set forth herein Schedule A), Rocky River Watch Settlement Agreement (Incorporation by reference as if fully set forth herein Schedule C), Advisory Board Appointments: Downtown, Parks & Recreation, and Planning (Incorporation by reference as if fully set forth herein Schedule D), Charter Communications Antenna Lease Extension (Incorporation by reference as if fully set forth herein Schedule J), Art Camp Instructor Contract Agreement (Incorporation by reference as if fully set forth herein Schedule K), 2020. Year End Budget Amendments (Incorporation by reference as if fully set forth herein Schedule M) was made by Commissioner Fadely, seconded by Commissioner Haiges and unanimously approved.***

**PUBLIC COMMENT**

none

**PUBLIC HEARINGS**

**Proposed Fiscal Year 2020-2021 Budget**

Mayor Pro Tem Bray opened the public hearing for the Proposed Fiscal Year 2020-2021 Budget at 7:03pm. Lynch shared an overview of the proposed 2020-2020 Budget and Fee Schedule. (Incorporation by reference as if fully set forth herein Schedule E)

Mayor Pro Tem Bray closed the public hearing at 7:05pm.

***A motion to approve the Fiscal Year 2020-2021 Budget Ordinance as presented was made by Commissioner Fadely, seconded by Commissioner Haiges and unanimously approved.***

***A motion to approve the Fiscal Year 2020-2021 Fee Schedule as presented was made by Commissioner Fadely, seconded by Commissioner Brown and unanimously approved.***

Town of Siler City proposes text amendments to §170 Building Setback Requirements and §173 Cluster Subdivisions (minimum setback from street right-of-way and lot boundary line) of the UDO

Mayor Pro Tem Bray opened the public hearing for the proposed text amendments to §170 Building Setback Requirements and §173 Cluster Subdivisions (minimum setback from street right-of-way and lot boundary line) of the UDO at 7:06pm. (Incorporation by reference as if fully set forth herein Schedule F)

Meadows shared the following documents:

1. draft ordinance amending Article 12
2. final ordinance amending Article 12
3. Aerial Photo of 1512 W. Raleigh St.
4. Cavalier Home Builders – modular home plans
5. Oakwood Homes Corp. – modular home master plan
6. worksheet

Meadows stated that the proposed amendments were first discussed with a property owner and modular home company. Town staff shared the discussions with the Planning Board. The Planning Board initiated the proposed amendments at the March 2020 meeting.

Meadows shared the compatibility with the existing Comprehensive Land Development Plan:

1. Amend ordinances as needed to accommodate uses or situations that arise and are not clearly covered by existing ordinances.
2. Amend ordinances as needed to address changes in physical, social, or environmental circumstances that make existing regulations unnecessary, outdated, or obsolete.
3. Modify the development ordinances to be more user-friendly where possible.

Meadows shared the Planning Board recommendations from the June 8, 2020 meeting:

The amendments are approved and consistent with the adopted LDP and any other officially adopted plan because the LDP recommends:

1. Amend ordinances as needed to accommodate uses or situations that arise and are not clearly covered by existing ordinances.
2. Amend ordinances as needed to address changes in physical, social, or environmental circumstances that make existing regulations unnecessary, outdated, or obsolete.
3. Modify the development ordinances to be more user-friendly where possible.

Mayor Pro Tem Bray closed the public hearing at 7:12pm.

***A motion that the text amendments to §170 Building Setback Requirements and §173 Cluster Subdivisions (minimum setback from street right-of-way and lot boundary line) of the UDO is approved and consistent with the adopted land development plan and any other officially adopted plan because the land development plan recommends Amend ordinances as needed to accommodate uses or situations that arise and are not clearly covered by existing ordinances and amend ordinances as needed to address changes in physical, social, or environmental circumstances that make existing regulations unnecessary, outdated, or obsolete and the action taken is reasonable in the public interest because modifying the development ordinances to be more user-friendly where possible was made by Commissioner Brown, seconded by Commissioner Fadely and unanimously approved.***

To consider potential projects for which funding may be applied under the CDBG Neighborhood Revitalization, Housing, Planning, Infrastructure and Economic Development programs. Suggestions for potential projects will be solicited, both verbally and in writing, from all interested parties. The expected amount of CDBG funds will be discussed along with the range of projects eligible under these programs and a review of previously funded projects

Mayor Pro Tem Bray opened the public hearing to consider potential projects for which funding may be applied under the CDBG Neighborhood Revitalization, Housing, Planning, Infrastructure and Economic Development programs at 7:13pm. (Incorporation by reference as if fully set forth herein Schedule G)

Meadows stated that suggestions for potential projects will be solicited, both verbally and in writing, from all interested parties. The expected amount of CDBG funds will be discussed along with the range of projects eligible under these programs and a review of previously funded projects.

Meadows stated to meet the minimum requirements for citizen participation during the application phase, the Town must hold two public hearings to obtain citizens' comments prior to its submission to NC Commerce Rural Economic Development Division (REDD). Two public hearings are required to be held by the Town during the application process and prior to the submission of the application. Both hearings must be advertised in a newspaper having general circulation in the area. The timing of the hearing notices must follow CDBG regulatory requirements, including publication not less than 10 days or more than 25 days before the date of the hearing.

Meadows stated that the first public hearing should be held at the beginning of the application process. The notice should provide enough information about the project to allow citizens to be able to provide input. The first public hearing is required prior to submission of an application to discuss and receive feedback on housing, community and economic development needs.

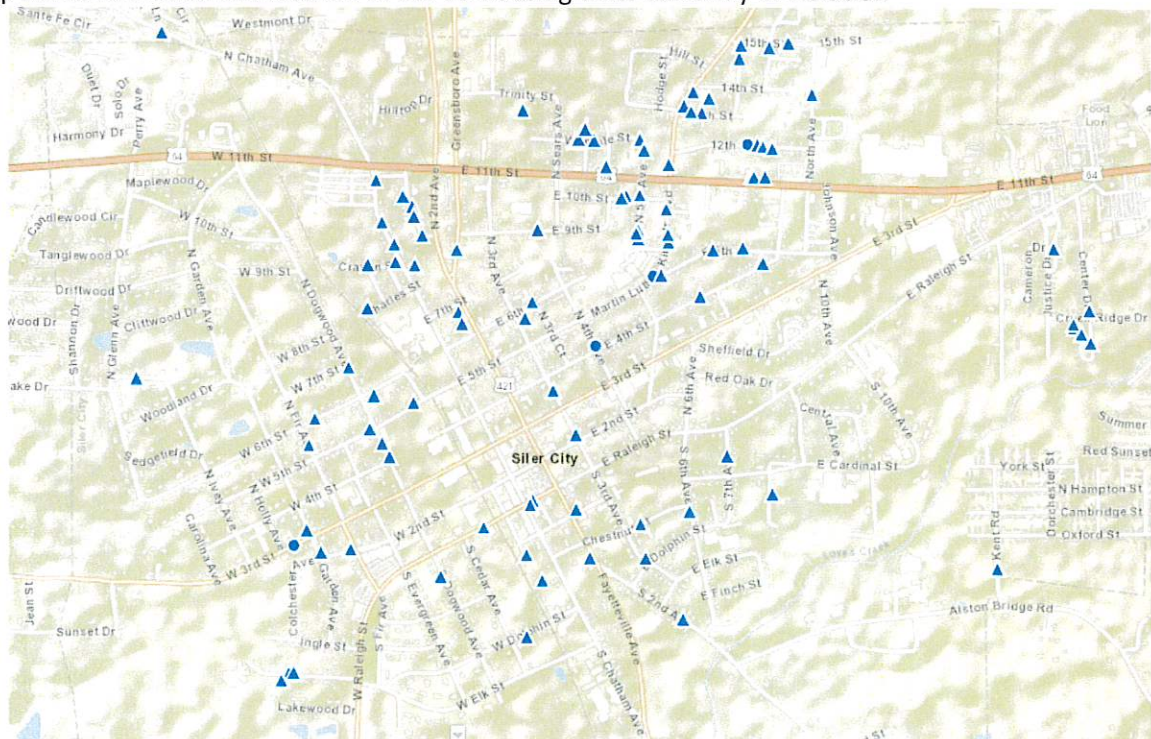
Meadows stated that the second notice of public hearing to obtain citizens' views must also contain a description of the proposed activities to be carried out, including the total cost of the activities. The public hearing must be conducted by the Town Board. The second public hearing should be held after the application is drafted but prior to its submission to REDD.

Meadows stated that a publisher's affidavit of the notices and minutes of the hearings signed by the Town Clerk must be submitted to REDD as a part of the application and/or Funding Approval, if awarded.

Meadows stated that the Town must have the capacity to administer the proposed project with either its own CDBG-experienced staff or the assistance of an experienced CDBG administrator (e.g., CDBG-experienced consultant, Council of Government, non-profit). "Experienced" to administer proposed project for this application is defined as, someone who has administered more than one CDBG project. All applicants must have also met the basic performance requirements for prior CDBG grants.

Meadows shared information about the proposed project:

1. Promote equitable, affordable housing, support existing communities, value communities and neighborhoods, benefiting low-and-moderate income persons, and preventing or eliminating slum and blight
2. Meeting community development needs that are deemed to be urgent because of existing conditions pose a serious and immediate threat to health and welfare of the community
3. Scattered Sites
4. Existing owner-occupied single-family dwellings:
  - a. Rehabilitation
  - b. Demolition
  - c. Temporary relocation
  - d. Substantial rehabilitation
  - e. Reconstruction
  - f. Replacement housing
  - g. Emergency repairs
5. Planning and Community Development Department has attempted to survey all housing units in Siler City to determine compliance with the Town's minimum housing ordinance. 110 housing units have been found in violation since 2019. 11 of those have been abated and are no longer in violation. Of the 99 housing units currently in violation of the Town's minimum housing ordinance:
  - a. 12 are owner occupied (see attached details);
  - b. 33 are renter occupied; and
  - c. 54 are vacant.
6. Map below identifies the location of the 99 housing units currently in violation



7. Town Minimum Housing Standards – Purpose: Pursuant to G.S. 160A-441 and 160A-443, it is hereby found and declared that there exist in the town dwellings which are unfit for human habitation due to dilapidation; defects increasing the hazards of fire, accidents and other calamities; lack of ventilation, light and sanitary facilities; and other conditions rendering such dwellings unsafe or unsanitary, and dangerous and detrimental to the health, safety and morals,

and otherwise inimical to the welfare of the residents of the town. In order to protect the health, safety and welfare of the residents of the town as authorized by G.S. Ch. 160A, Art. 19, Pt. 6 (G.S. 160A-441 et seq.), it is the purpose of the Minimum Housing Ordinance to establish minimum standards of fitness for the initial and continued occupancy of all buildings used for human habitation, as expressly authorized by G.S. 160A-444.

Meadows shared the following documents:

1. Memorandum from Iris C. Payne dated April 30, 2020
2. Community Development Block Grant Public Hearing Notice
3. Request for Proposals for Grant Administration Services Notice
4. Request for Proposals for Grant Administration Services
5. 12 owner occupied units in violation of the Town’s minimum housing ordinance

Ryan Cox, Holland Consulting Planners, 3329 Wrightsville Avenue, Wilmington, NC 28403  
 Cox gave an overview of proposed projects.

Mayor Pro Tem Bray closed the public hearing at 7:28pm.

Meadows stated that two firms submitted grant administration proposals, the committee met and is recommending the Town contract with Holland Consulting Planners, Inc (HCP).

***A motion to the award the contract for consultant services to Holland Consulting Planners, Inc (HCP) was made by Commissioner Haiges, seconded by Commissioner Brown and unanimously approved.***

***A motion to approve the contract Holland Consulting Planners, Inc (HCP) and have the Town Manager sign was made by Commissioner Haiges, seconded by Commissioner Siler and unanimously approved.***

**OLD BUSINESS**

Grass Mowing Services Contract

Meadows shared the request for proposals (RFP) for grass mowing services was approved by the Town Board on May 18, 2020. The proposals are for grass mowing service on privately owned lots with overgrown grass and weeds that are non-compliant with the Town’s Code of Ordinances. (Incorporation by reference as if fully set forth herein Schedule H)

Meadows stated that Town staff submitted the RFP to the large email list (~700) and direct solicited ~30 grass mowing contractors via email or phone. We received seven proposals (see attached and summary below).

Company	Contact Name	Address	8"-12"	12" - 18"	18" - 24"	>24"
Green Revlval Landscaping Inc.	Phil Marsh	1204 Greensboro Ave., Siler City	\$24.00	\$26.00	\$28.00	\$30.00
Asheboro Lawn Care	Jody Cox	3162 Spoons Chapel Rd., Asheboro	\$30.00	\$30.00	\$35.00	\$38.00
Grant Webster	Grant Webster	2929 Mt. Vernon Springs Rd., Siler City	\$40.00	\$45.00	\$50.00	\$60.00
Bobby Mitchell	Bobby Mitchell	5704 Davis Mill Rd., Greensboro	\$55.00	\$65.00	\$80.00	\$100.00
Carollna Outdoor Works LLC	Josh Graham	3019 Wow Rd., Randleman	\$60.00	\$80.00	\$120.00	\$160.00
Stan's Lawncare LLC	Stanley Watson	105 Amacord Way, Holly Springs	\$65.00	\$65.00	\$120.00	\$120.00
Smith Contractors LLC	Kevin Smith	1795 Bonlee Bennett Rd., Siler City	\$250.00	\$400.00	\$600.00	\$800.00

***A motion to award the contract to Phil Marsh with Green Revival Landscaping Inc. was made by Commissioner Brown, seconded by Commissioner Siler and unanimously approved.***

***A motion to approve the contract with Phil Marsh with Green Revival Landscaping Inc. and have the Town Manager sign it was made by Commissioner Fadely, seconded by Commissioner Haiges and unanimously approved.***

#### Speed Limit Reductions

Lynch stated since the meeting in May when we changed the speed limit to 25 miles per hour on a couple of streets, we've had numerous requests to reduce the speed limit on other town streets. (Incorporation by reference as if fully set forth herein Schedule I)

Lynch stated that Staff is suggesting the following change to Town Code:

Article V. – SPEED REGULATIONS Sec. 15-121. – Speed limits generally (a) The speed limit on all streets and roads within the corporate limits of the town is hereby designated as ~~thirty-five (35)~~ twenty-five (25) miles per hour unless otherwise posted pursuant to Sec. 15-123.

Lynch stated that we are referencing Sec. 15-123 because some streets are listed are 15 and 20 miles per hour. The speed limits on NC DOT roads and streets will remain at the current posted speeds.

Lynch stated that Town Staff feels this reduced speed limit is needed for multiple reasons. Speeding has been observed by multiple bystanders, including city crews working in the roadway. With many young families along these streets, slower speeds allow drivers time to react to unpredictable circumstances, such as children running across the road to retrieve a ball or falling off a bike while riding in the road.

Lynch stated that speed limits are part of the Town Code of Ordinances; therefore, an amendment would need to be made to the ordinance by the Board of Commissioners.

***A motion to amend the Article V. – SPEED REGULATIONS Sec. 15-121.- Speed limits of the Town Code was made by Commissioner Haiges, seconded by Commissioner Fadely and unanimously approved.***

#### **NEW BUSINESS**

##### Chatham Food Hub Special Event at Bray Park

Lynch introduced Eleanor Wertman with UNC Health Alliance. Wertman shared information with the Board of Commissioners concerning a new Chatham Food Hub and a special event request for Wednesday's at Bray Park. (Incorporation by reference as if fully set forth herein Schedule L)

Wertman stated that she is working with Hilary Pollan, Neha Shah, and Cindy Poindexter on the Chatham Food Hub. Each week community members will order food items online/by phone from Chatham County vendors. Customers will pick up their ordered items via drive-through at Bray Park. Items will be stored in a refrigerated truck onsite during the distribution period.

The consensus of the Board of Commissioners is to allow the Chatham Food Hub use Bray Park each Wednesday.

#### **MANAGER'S REPORT**

Lynch shared the following with the Board of Commissioners:

Prepared by: Jenifer K Johnson, Town Clerk

ABC Board 2020/2021 Budget – Informational Item

Swimming Pool Hours – Plan was to open on Monday, June 22, but we may hold off for a one to two more weeks.

Lynched asked the Board of Commissioners the amount they would like to donate in honor of Former Mayor Pro Tem Larry Cheek to AME Zion Corinth Church. The Board stated they would like to donate \$500.00 to the scholarship fund. Commissioner Price suggest the Town name something after Cheek. The Board of Commissioners would like to present a plaque to his wife.

**TOWN ATTORNEY INFORMATION**

none

**GOVERNING BODY COMMENTS**

Commissioner Siler asked if there is something in the ordinance on residents leaving their trash bids out at the street. Lynch stated that Staff would check in it.

**ADJOURNMENT**

With no further business the Board of Commissioners adjourned at 8:17pm.

  
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John F. Grimes, Mayor

**ATTEST:**

  
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Jenifer K Johnson, Town Clerk

